

**March 11, 2005**

**WEST VIRGINIA BULLETIN NO. WV300-5-9**

**SUBJECT: LTP – WV 2005 Initial EQIP Allocations**

**Purpose: To provide FY 2005 EQIP Initial Allocations**

**Expiration Date: This bulletin expires September 30, 2005**

**The attached chart shows the initial FY-05 EQIP funding for Local Work Groups. Actual funding may vary, depending on the dollar value of applications which can be funded. Applications must be selected for funding based on the ranking points. Originally we had planned to hold two ranking periods in WV with part of our funds held to obligate during the second ranking period. Since the Farm Bill Timeline was released in WV Bulletin WV300-5-6, NHQ has informed us of a mid-year assessment process that they plan to implement on April 17, 2005. Any funds not obligated by April 17 are subject to being pulled from the state and reallocated to other states with a need for funds. If an applicant withdraws from the ranking or for any reason will not result in a contract, fund the next applicant on the list. If a Local Work Group (LWG) exhausts their supply of applications, notify the Acting Assistant State Conservationist – Programs so that the surplus funds can be utilized in another LWG.**

**As soon as possible, the lead DC in each LWG will email a list of those applications approved for funding to the ASTC-Programs. At a minimum, the list should include the county, fund code, ranking score, tracking code, contract number, applicant name and estimated cost. Indicate on this list those applications approved for funding. This list will serve as the basis for placing the funds you need into your county accounts to obligate your approved contracts. Any changes to application ranking scores or contract costs should be transmitted to the Lead DC of the LWG and to the ASTC-Programs so that funding adjustments can be made.**

**The amount of EQIP funding that West Virginia received this year is less than our FY04 funding level; however, I expect that most of the applications will be funded during this fiscal year. Our available funds are reduced in part by our lack of having a large number of unfunded applications in ProTracts at the end of last fiscal year.**

**In FY 2005, WV has received an initial allocation of \$5,495,984. This includes \$1,586,889 of “Regional Equity” funding based on the unfunded applications that WV had on hand. To maintain this level of funding, we must have a backlog of unfunded applications that demonstrates a need for the “Regional Equity” funds. We need your help in getting more EQIP applicants. Your LWG funding also considers the unfunded applications in your Local Work Group. Keep landowners informed about the program and encourage them to sign up during the continuous sign-up period this spring and summer.**

**At the present time, field offices cannot sign contracts in ProTracts to obligate the funds. Please refer to the attached file for an alternative way to obligate the EQIP funds until we are able to sign and obligate EQIP contracts in ProTracts.**

**I encourage ASTC-FO’s and DC’s to share this with LWG’s members in order to keep them informed of EQIP activities. If you have any questions, please contact Herb Andrick, Acting ASTC-Programs at (304) 284-7560.**

**/s/ Richard D. Healsip**

**LILLIAN V. WOODS  
State Conservationist**

**Attachments**

**Dist: F**

**A**

**Herb Andrick, Acting ASTC-P, NRCS, Morgantown, WV  
Truman Wolfe, Ex. Director, WVCA, Charleston, WV  
Gary Oates, Pres., WVACD, Waverly, WV**

## Update on EQIP obligations for FY 2005

There has been some confusion about how far states should go in approving 2005 EQIP contracts in ProTracts. In this message, I will answer this question and also address concerns about meeting national expectations with regard to committing funds by mid-April.

[National bulletin 390-5-5](#) (dated 2/8/05) described a manual process for confirming applicant eligibility relating to HELC/WC compliance and AGI. This guidance was intended to serve two purposes:

- Provide a mechanism for processing applications prior to the completion of the web service link to FSA subsidiary records, and
- Help employees understand the source of data within FSA records that will be provided by Protracts through the web service.

Unfortunately, we were not able to meet our original goal of having the web service in place by the end of February. This service will be included with ProTracts Build 91 that is now scheduled the week of March 21, 2005. With the web service, ProTracts will screen applicants and prevent an ineligible application from being promoted for funding. This bulletin did not address the need to establish a *payment limitation record* for EQIP participants. The functionality for building this record will also be included in Build 91.

The mid-April assessment of fund utilization will rely on a state's total dollars associated with an eligible application that has either an **“approved”** or **“preapproved”** status in ProTracts. Funds will be considered **COMMITTED** with both of these options. Please refer to the following screen shot:

Current Status	New Status	Applicant Signature (s)
Eligible	-- Select a Status --	<input checked="" type="checkbox"/> Signed
Eligible	Approved	<input type="checkbox"/> Signed
Eligible	Ineligible	<input type="checkbox"/> Signed
Eligible	Cancelled	<input type="checkbox"/> Signed
Eligible	Disapproved	<input type="checkbox"/> Signed
Eligible	Deferred	<input type="checkbox"/> Signed
Eligible	Preapproved	<input type="checkbox"/> Signed

We know some states have already begun approving EQIP contracts in ProTracts. Effective COB 3/3/05, anyone attempting to approve FY 2005 contracts will receive the following error message:

***“At the direction of National EQIP Program manager, “Sign Contract” has been disabled for EQIP 2005 applications until payment limitations integration is implemented in Build 91. The target date for Build 91 is mid-March. This is needed to ensure participant eligibility and payment limitation rules are completed properly.”***

Upon release of Build 91, contract approvals can be processed in ProTracts by the designated conservationist. Approximately 300 contracts have already been approved in ProTracts as of 3/2/05. Fund Manager is currently blocking these contracts from being obligated in FFIS. These contract approvals will need to be reprocessed in ProTracts after the Build 91 release. This action will electronically verify HELC/WC and AGI eligibility and establish the payment limitation record.

We ask for your patience as we try to get all the tools in place.

**FY-05 EQIP  
Initial Allocations  
Local Work Group**

Local Work Group	Total Unfunded application % of number	Allocation as % of unfunded applications Number	LWG Cropland %	Allocation as % of cropland	LWG Grazing Land %	Allocation as % of Grazing Land	Allocation as % of Average % of Grazing Land, Cropland, Unfunded application	Karst	TMDL	Total Allocation
Capitol CD	0.71%	33,696	0.35%	16,476	0.53%	25,198	25,123			\$ 25,123
Eastern Panhandle CD	1.53%	72,614	12.46%	591,248	3.17%	150,345	271,402	\$ 100,000		\$ 371,402
Elk CD	11.31%	536,771	3.46%	164,146	3.50%	166,128	289,015		\$ 7,500	\$ 296,515
Greenbrier Valley CD	9.65%	457,987	10.62%	504,113	14.56%	691,241	551,114	\$ 100,000		\$ 651,114
Guyan CD	5.08%	241,096	1.58%	74,897	2.59%	123,110	146,368			\$ 146,368
Little Kanawha CD	10.03%	476,022	8.31%	394,188	9.98%	473,566	447,925		\$ 30,000	\$ 477,925
Monongahela CD	9.14%	433,783	9.81%	465,626	6.33%	300,200	399,870			\$ 399,870
Northern Panhandle CD	0.00%	0	4.84%	229,927	2.79%	132,396	120,774			\$ 120,774
Potomac Valley CD	9.65%	457,987	14.95%	709,349	19.03%	903,157	690,164		\$ 50,000	\$ 740,164
Southern CD	6.73%	319,405	4.60%	218,238	4.51%	213,821	250,488			\$ 250,488
Tygarts Valley CD	9.53%	452,292	9.63%	457,266	10.76%	510,890	473,483			\$ 473,483
Upper Ohio CD	2.67%	126,718	2.80%	133,020	3.01%	142,816	134,185			\$ 134,185
West Fork CD	17.38%	824,852	7.67%	364,023	10.56%	501,077	563,317		\$ 12,500	\$ 575,817
Western CD	6.59%	312,760	8.92%	423,467	8.68%	412,038	382,755			\$ 382,755
Totals to LWG's	100.00%	4,745,984	100.00%	4,745,984	100.00%	4,745,984	4,745,984	\$ 200,000	\$ 100,000	\$ 5,045,984
State EQIP Allocation	4745984						4,745,984			
a) Statewide CAFO										\$ 250,000
b) Contract Modifications										\$ 200,000
<b>Total Cost-Share Available</b>										<b>\$ 5,495,984</b>